

COUNTY: Cherokee LBL: Pat Adcock

DATE: August 27, 2008 Review month/year: July 2008

**Programs (Food & Nutrition Services (FNS), Child Support (IV-D) and TANF:**

Food & Nutrition Services and TANF

(If county does not operate Child Support or operated elsewhere in county government or contract, notate): Does not Operate - State Operated

**1571: Part I** (Administrative Costs):

☒ 1571 payroll entries verified to general ledger ☐ Direct Worker Certifications reviewed

Comments/findings: Verified 4 FNS and 2 CW - No Findings - FNS Staff Kephart, Russell, Melton, Stiles. CW Staff - Morrow, Rich, C.Smith, K. Smith, Taylor

Day Sheets reviewed: ☒ DSS 2203 for FNS ☒ DSS 4263 for TANF

Comments/findings: 4 FNS Reviewed - No Findings

☒ Percent of time report reviewed for minutes to Program Code R/TANF

Comments/findings: Morrow, Rich, K. Smith, C. Smith and Taylor reviewed. Day Sheets were coded "R" fiscal staff coded on 1571 TANF CPS FC & Adoptions and/or CPS Expansion which is allowable per DCD Letters to code before TANF "R"

Staff coded properly to: ☒ 64-14, 65-14, 16-B for FNS ☐ 79-09-C or 79-10-C for IV-D ☐ 54-10-A/54-12-A/54-18-A for TANF

Comments/findings: 4 FNS reviewed, all accurate. 54/10/54/12 not used 03/11 and 25/16 used first per DCD letters

**1571: Part II** (Statement of Administrative Costs and Purchased Services):

☒ County General Ledger matches payment ☒ Reviewed 1571, Part II to insure cost reported correctly

Comments/findings: No TANF or FNS Expenses recorded for July 2008

FNS Employment & Training Vouchers: ☐ Voucher request for payments reviewed

Comments/findings (if county not E&T or no payments made, document): County is exempt from FS ET&T

IV-D:

☐ Reviewed all expenditures posted to Part II by correct code: 123, 423, 432, 449, or 450.

Comments/findings: State Operated

TANF:

☐ Reviewed all expenditures posted to Part II by correct code: 204, 205, 206, 207, 227, 228, 229, 238, 246, 273, 276, 280, 281, or 288.

Comments/findings: N/A No expenses recorded

**1571: Part IV** (Purchased Services and Fees):

IV-D (Fees): ☐ Verified fees are posted to county general ledger and receipts issued

Comments/findings: State Operated

☐ Verified fees are posted on 1571, Part IV using code 435-3 or 436-3

Comments/findings: State Operated

TANF: ☒ Part IV codes reviewed by Program Code T, unless program service code is 351

Comments/findings: None Reported